

## Corporate Asset Sub-Committee - Work Programme 2016 and 2017

Meeting:	18/11/16	10/2/17	22/5/2017	13/7/17	3/10/17
<b>Sustainable Management of the Corporation's Operational Property Portfolio</b>					
Agreeing the Corporate Asset Management Strategy	Update on 2012/16 achievements		New strategy for 2017-2020		
Reviewing and overseeing Asset Management Practices	CS Business Plan and risk register Progress - Q2	CS Business Plan Progress and risk register - Q3  Strategic Asset Management Progress Report  Report on Major Gateway 0 Property Asset Maintenance Projects	CS Business Plan Progress and risk register - Q4 end of year	New CS Business Plan for 2017/18.  Strategic Asset Management Progress Report	CS Business Plan Progress and risk register - Q1
Reviewing and overseeing Facilities Management practices	Review of Facilities Management and Asset Management - Service Based Review progress report	Review and update on Corporate FM activities  Building Repairs and Maintenance Contract – contract & facility management proposals			
Maintaining Property Database and Asset Register				Operational Property Portfolio Report 2017.	
Monitoring effective use of property	Developing the Public Events Programme for Guildhall Yard and promoting use by City workers  Surplus Properties on the Woodredon and Warlies Estate	Operational Property Review – progress report  Guildhall Complex – Financial Restraints  Business Planning Process for 2016/17 and Standing Order 55  Accommodation and Ways of Working Project Update	Update on implications of new Housing and Planning Act and efficiency of the operational portfolio		

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Oversight of management of operational leases		Update on operational leases ( lease in and out) and third party occupations			
<b>Upkeep, maintenance and furnishing of operational properties not within the remit of another Service Committee.</b>					
	AWP Progress Report  Barbican Centre Capital Cap Progress Report  GSMD Capital Cap Progress Report  Operational Property Bow Wave	AWP Progress Report  Barbican Centre Capital Cap Progress Report  GSMD Capital Cap Progress Report  HARR Annual Report  Provision of lavatories and cloakroom facilities for Members and Guildhall Guests – GW3 report	AWP Progress Report  Barbican Centre Capital Cap Progress Report  GSMD Capital Cap Progress Report	AWP Progress Report  CWP Progress Report	AWP Progress Report.  Barbican Centre Capital Cap Progress Report  GSMD Capital Cap Progress Report
<b>To monitor major capital projects relating to operational assets</b>					
	Operational Property Capital Projects – update report		Operational Property Capital Projects – update report		
<b>Recommending the annual programme of repair and maintenance works</b>					
					Cyclical Works Programme Bid for 2018/19
<b>Responsibility for strategies, performance and monitoring initiatives in relation to energy.</b>					
	Energy Performance Update for 2016/17 – Q1 and Q2  Citigen 2015/16 Annual Report  Citigen Contract Renewal – Progress Update	Draft City Energy Strategy proposal		Energy Efficiency Fund update report	
<b>Monitoring and advising on bids for Heritage Lottery Funding</b>					
			Summary of Lottery Fund Bids annual report		